**St Austell BID Board Meeting**

**Minutes of the meeting held on 1st November 2022 at 17:30.**

**Present:** Dale Lovatt (DL), Martin Davies (MD), Bill Holland (BH), Neil Woodward (NW), Cllr Tom French (TF), David Rescorla (DR), Sean Marshall (SM), Piers Thomson (PT), Roberto Cubbedu (RC) & Sandra Heyward (SH) Standing in for Gillian Mullany for the Market House.

**Apologies:** Allan Clare (AC) & Sean Mitchell (SM),

**In Attendance** – Annette Miller

1. **Welcome & Apologies: DL** Welcomed everyone to the board meeting.
2. **Minutes of Previous Meeting:** The minutes of the board meeting held on the 6th September 2022 were signed off as a true and accurate record.
3. **Finance:** Monthly update provided by **DL & AM**
	1. Income to date (6th April – 1st November 2022) is £164,401. Due to being successful in applying for grant funding and also support from St Austell Town Council on shared initiatives, we have so far brought in an additional £26,651 over and above our total budgeted income for 2022/23.
	2. Expenditure to date on core BID themes including, events, publicity and town support is £92,626 with a further spending of £35,986 on administrative costs which include £10,057 on BID term 3 planning/renewal.
4. **Renewal - DL**

Mel Richardson continues to manage our renewal process and has confirmed that the ballot papers have now been sent out. These were posted 10 days early in an effort to mitigate the postal strikes. All Directors were asked to encourage businesses to cast their votes. The ballot result will be announced at 17:30 on the 8th December at County Hall.

1. **BID Managers Roundup - AM**

The results of the RHS South West in Bloom and also RHS Britain in Bloom have been announced and we are thrilled to have achieved a GOLD award for both. The addition of a sustainability award was also presented to St Austell BID/White River Place at the national awards ceremony.

Christmas lights start to go up next week after the infrastructure upgrade works have been completed. The lights around Holy Trinity Church are to be replaced due to damage during ground works. This year we have extended the lighting to include sconces down the side of Poundland and extended lighting throughout Vicarage Place.

A competition for the best dressed shop windows for Halloween was successful with many businesses taking part, the result are as follows:

1st Eden Bathrooms

2nd White River Cinema & Malcolm Barnecutt (joint)

3rd Tr’hims

A second tranche of funding from the Revitalisation Partnership for Christmas events is yet to be received. £5,000 grant received from the Cornwall Community Foundation for our DISC system and security personnel. £5,275 received from St Austell Town Council as a contribution towards the Christmas lights.

Our Christmas marketing campaign starts next week with banners, lamp post flags and posters going up. Pirate FM Christmas advertising starts on the 19th November and runs through until the 17th December. We are taking over the Pirate FM Website from the 3rd December – 24th December. We also have a half page advertisement in the St Austell Trader (top half of page 3) which is due to be delivered to 28,000 households.

The big light switch on event is scheduled for the 26th November 12:00 -18:00 with 3 further Saturday Christmas shopping/entertainment events planned for the 3rd, 10th & 17th December 12:00 – 17:00. Full programme of entertainment has been loaded onto the website.

We continue to fund, with the Town Council’s support 50 hours of security presence throughout the town centre weekly, this is continuing to have a positive effect on the perception of ASB.

1. **St Austell Revitalisation Partnership:**

Please see below link to the minutes of the most recent Revitalisation Partnership meeting.

<https://www.staustell-tc.gov.uk/_UserFiles/Files/_Minutes/143225-October_-_25th_October_2022.pdf>

1. **Meetings/AOB:**

It was suggested by **AM** that some form of thanks be given to our street cleaner, who does an excellent job, often above and beyond. **PM** offered to supply a St Austell Brewery voucher as a token of our thanks.

St Austell BID’s policies were reviewed and approved, the amendments are to become effective for our 3rd Term (If successful) and will be published on the website.

**RC** informed the board that he would be resigning as a Director as he would longer have a business in the town centre. **DL** thanked him for the years he had been a BID Director and wished him well for the future.

The following schedule of meetings for 2023 were approved by the board.

**Board Meeting - Tuesday 7th March 2023 at 17:30, Burton House**

 **Board Meeting - Tuesday 6th June 2023 at 17.30, Burton House**

**AGM - Tuesday 5th September 2023 at 17:30, White Hart Hotel**

**Board Meeting - Tuesday 5th September 2023 at 18:30, White Hart Hotel**

**Board Meeting - Tuesday 5th December 2023 at 17.30, Burton House**

***MEETING CLOSED AT 18:30***